(Public) Administrative Civil Liability (ACL) Report Fact Sheet

Summary: User-specified summary search criteria return a summary of ACL amounts by Region. Users can then drill down to a list of ACLs that shows enforcement action information, the initial assessment, amount paid, amount pending, and total assessed. This report contains data from both CIWQS and SMARTS. For CIWQS Core records, the user can drill into the enforcement records and open PDFs of the Orders.

Using the Report (Navigation)

Location

This report is located under the Run Reports link in CIWQS under the Enforcement heading. The ACL link takes the user to a navigation page where he/she can choose to view a Summary Report or go directly to the Detailed Report. The Summary Report is available to the public via the Public Reports page (http://www.waterboards.ca.gov/water_issues/programs/ciwqs/publicreports.shtml).

Search Criteria

Summary Search Criteria

Regulatory Measure Status and Program are "pick lists." They display several items and have scroll bars on the right side. A pick list allows the user to select multiple values. Hold down the Ctrl key and left click to select multiple values in any order you choose. Hold down the Shift key and left click to select everything between two values. Hold down Ctrl and left click to deselect.

"Enforcement Addresses MMP?" is a radio button selection. Click the "Yes" button to see only ACLs that address MMP violations. Click "No" to see ACL that do not address MMPs. "Both" shows all ACLs based on other criteria.

The Effective Date boxes are text boxes that require the format MM/DD/YYYY (e.g., 01/08/2007 for January 8, 2007). The user can click on the calendar icon on the right to select a value with the mouse rather than typing it.

The final gray button, which is called "Submit," starts the query.

Detail Search Criteria

Region, Staff, Regulatory Measure Status, Project/Liability Status, Fund, Program, County, and City are "pick lists." Refer to the second paragraph on this page for more information on how to use pick lists.

"Enforcement Addresses MMP?" is a radio button selection. Refer to the third paragraph above for more information.

Hearing Waived ACL Settled is a drop down. Only one value can be selected.

Date types are dropdowns. More information on using the date fields can be found in fourth paragraph on this page.

And/Or radio buttons give logic to your date searches. By choose "Or," you wish to see ACLs that fall within either the first date range or the second. This is a broad search. By choosing "And" an ACL must satisfy both ranges, a more restrictive search.

The final gray button, which is called "Submit," starts the query.

Summary Search Criteria

- Search by:
- Regulatory Measure Status
- Program
- Addresses MMP
- Effective Date range

Summary Report

- Regional Board
- Number of Actions
- Liability Total
- Liability Paid/Completed
- Liability Pending
- SEP Total
- SEP Paid/Completed
- SEP Pending
- CP Total
- CP Paid/Completed
- CP Pending
- Total (Project + Liability)
- Total Paid/Completed
- Total Pending

Hyperlinks

Both the Summary and Detailed Search pages have a link called "Main Menu," which takes the user to the previous page where he/she can choose to go to the other search screen.

On the Summary Search screen, there is a link to a glossary for the public user who may not be familiar with the abbreviations and terms in the report.

In the Summary report, the Number of Actions column represents the number of ACLs in a region that meet the chosen criteria. Clicking on this number takes the user to the Detailed ACL Report.

The "New ACL Summary Search" takes the user back to the search criteria page with the original values cleared. The "Refine ACL Summary Search" takes the user to the search criteria page with the original values retained. At the detailed level, there are links for a "New ACL Detailed Search," "Refine ACL Detailed Search,", and "Back to ACL Summary."

The Detailed ACL Report defaults to 25 records per page and has hyperlinks to navigate to other pages. For CIWQS data, the Reg. Meas. ID link to the CIWQS Enforcement record (for internal staff only). Note: The user must be logged on.

Some fields under the Discharger and Program columns will have a hyperlink with a plus (+) sign. This indicates that there are multiple values. Clicking on the hyperlink will open a new box and display those values.

If the Enforcement Action Order Number is a hyperlink, there are one or more documents available. Clicking on this link will open a new box that lists the available documents. Clicking on one of these links opens the document (e.g., ACL Orders and Complaints in PDF).

At each level of detail, the user has the option of viewing a printer friendly version or downloading the report into Excel.

Columns can be sorted by clicking on the column header hyperlink. Clicking on the same heading twice will sort in reverse.

At the bottom of the pages, there is a link back to the top of the page. The link "Back to the Main Menu" takes the user to the Run Reports menu page.

How current is the data?

This report is on a nightly refresh schedule, which means that changes made in CIWQS or SMARTS will not be reflected until the next day. Reports are constructed from all entered data as of the close of business the previous day. If the refresh fails, the data in the report will be stale. Please notify the CIWQS Help Center (866)-792-4977 or ciwqs@waterboards.ca.gov) if you believe a report has not been refreshed.

Where is this information coming from?

Summary Report

Region – this field comes from the organization related with the role of "regulating" on the enforcement action's Related Parties tab. In SMARTS, this comes from Site Info tab.

Number of Actions – total number of ACLs for the chosen criteria. It is a hyperlink to the detailed report.

Liability Total – for both CIWQS and SMARTS, this is a calculated field that sums all of the paid and unpaid liabilities for the Region, based on the user specified criteria

Liability Paid/Completed – for both CIWQS and SMARTS, this is a calculated field that sums all of the paid liabilities for the Region, based on the user specified criteria

Detail Report Search

- Region
- Staff
- Regulatory Measure Status
- Project/Liability Status
- Fund
- Program
- County
- City
- Addresses MMP?
- Hearing Waived ACL Settled
- Selection of 2 Date range types
  - Effective Date
  - Complaint Issued Date
  - Order Issued Date
  - Final Due Date

Liability Pending – for both CIWQS and SMARTS, this is a calculated field that sums all of the pending (due but not paid) liabilities for the Region, based on the user specified criteria

SEP Total – for both CIWQS and SMARTS, this is a calculated field that sums all of the completed and uncompleted projects with the type of Supplemental Environmental Project for the Region, based on the user specified criteria

SEP Paid/Completed – for both CIWQS and SMARTS, this is a calculated field that sums all of the completed projects with the type of Supplemental Environmental Project for the Region, based on the user specified criteria

SEP Pending – for both CIWQS and SMARTS, this is a calculated field that sums all of the uncompleted projects with the type of Supplemental Environmental Project for the Region, based on the user specified criteria

CP Total – for both CIWQS and SMARTS, this is a calculated field that sums all of the completed and uncompleted projects with the type of Compliance Project for the Region, based on the user specified criteria

CP Paid/Completed – for both CIWQS and SMARTS, this is a calculated field that sums all of the completed projects with the type of Compliance Project for the Region, based on the user specified criteria

CP Pending – for both CIWQS and SMARTS, this is a calculated field that sums all of the uncompleted projects with the type of Compliance Project for the Region, based on the user specified criteria

Total (Project + Liability) – for both CIWQS and SMARTS, this is a calculated field that sums all of the paid and unpaid liabilities and the completed and uncompleted projects for the Region, based on the user specified criteria

Total Paid/Completed – for both CIWQS and SMARTS, this is a calculated field that sums all of the paid liabilities and completed projects for the Region, based on the user specified criteria

Total Pending – for both CIWQS and SMARTS, this is a calculated field that sums all of the unpaid liabilities and uncompleted projects for the Region, based on the user specified criteria

Detail Report

Region – see above under Summary Report

Reg. Meas. ID – unique identifier associated with the ACL enforcement regulatory measure. In SMARTS, this is found under the Enforcement tab and is called the Enforcement ID. For storm water records, the Enforcement Action ID will be displayed with an "S" in front. It cannot drill into the record. Search by Facility Name or WDID in the SMARTS application to navigate to this record.

Reg. Meas. Status – status of the ACL enforcement regulatory measure. In SMARTS, this is found under the Enforcement tab and is called status.

Discharger – party(s) linked to the enforcement regulatory measure with the role of "discharger." In SMARTS, this is the Owner (CONSTW) or the Operator (INDSTW).

Facility – this is the place linked to the enforcement regulatory measure with the role of "regulating." The place must have a place type of facility or subtype of facility. In SMARTS, this is the Name found in the Site Info tab.

City – this is the place linked to the enforcement action. In SMARTS, it comes from the Site Info tab.

County – this is the place linked to the enforcement action. In SMARTS, it comes from the Site Info tab.

Detail Report Fields

- Region
- Reg. Meas. ID
- Reg. Meas. Status
- Discharger
- Facility
- City
- County
- Enforcement Action Type
- Effective Date
- ACL Complaint Issuance Date
- Hearing Waived/ ACL Settled
- Order Adoption Date
- Enforcement Action Order Number
- Addresses MMP
- Program
- Fund
- Staff Costs
- Economic Benefit
- Maximum Potential Liability
- Initial Assessed
- Liability Total
- Liability Completed
- Liability Pending
- SEP Total
- SEP Paid
- SEP Pending
- CP Total
- CP Paid
- CP Pending
- Total (Project + Liability)
- Total Paid
- Total Pending
- Final Completion Date

Enforcement Action Type – the enforcement action's regulatory measure type. It could be an Administrative Civil Liability, Court Settlement Order or Stipulated Penalty. In SMARTS, this is found under the Enforcement tab and is called Enforcement Action Type.

Effective Date – effective date of the enforcement regulatory measure found in the Date section of the enforcement regulatory measure's General Info tab. In SMARTS, this is the issuance date found under the Enforcement tab and is a required field.

ACL Compliant Issuance Date – if the Order was preceded by a complaint, a complaint issuance date should be populated under the Dates section of the enforcement regulatory measure's General Info tab (for actions since January 2007). In SMARTS, this is the ACL Complaint Issuance date found in the date section of the Enforcement Action under the Enforcement tab.

Hearing Waived/ACL Settled – if the Complaint was settled through a hearing waiver, the date on the waiver must be entered under the Dates section of the enforcement regulatory measure's General Info tab. In SMARTS, this is found in the date section of the Enforcement Action under the Enforcement tab. The report translates the date to a "yes" and the absence of a date to a "no."

Order Adoption Date – adoption date of the ACL Order (usually the same as the effective date) found in the Date section of the enforcement regulatory measure's General Info tab. If this date is absent, the action is at the complaint stage. In SMARTS, this is the Adoption Date/Issuance Date found in the date section of the Enforcement Action under the Enforcement tab.

Enforcement Action Order Number – located in the Order/Resolution number field of the enforcement regulatory measure. If the action is still in the complaint stage, this number will be the complaint number. In SMARTS, this is the Order/Resolution Number found under the Enforcement Action under the Enforcement tab.

Addresses MMP – this comes from the check box in the project/liability info under the Enforcement tab of the enforcement regulatory measure. It is populated with a "Y" if any of the projects or liabilities associated with the enforcement regulatory measure has the box checked. In SMARTS, this comes from a dropdown in the liability or project and is populated with "Y" if any of the projects or liabilities associated with the enforcement action is marked "yes."

Program – program(s) associated with the enforcement regulatory measure. In SMARTS, this is the Business Type and read-only in the header and under the Certification tab.

Fund – In CIWQS, the fund is found in the milestone area and is auto-populated when the user selects a Water Code. In SMARTS, only the Water Code is displayed.

Staff Costs – Staff Costs is a field in the Enforcement tab of the enforcement regulatory measure. This field was added in August 2009 so it may not be populated for older actions. In SMARTS, this is found in the enforcement record under the Enforcement tab.

Economic Benefit – the Economic Benefit is a field in the Enforcement tab of the enforcement regulatory measure. This field was added in August 2009 so it may not be populated for older actions. In SMARTS, this is found in the enforcement record under the Enforcement tab.

Maximum Potential Liability – the Maximum Potential Liability is a field in the Enforcement tab of the enforcement regulatory measure. This field was added in August 2009 so it may not be populated for older actions. Currently, this field is unavailable in SMARTS.

Report Facts

- Public report accessed through the Summary Search only
- Drills down into CIWQS records
- Exportable to Excel
- Pop ups where multiple values exist
- Drills to enforcement action document, if available
- ACLs with the status of withdrawn appear in action counts but only the initial assessed amount is displayed. Other monetary values are zero.

Initial Assessed – total of all milestones with the type of Initial ACL Liability associated with the enforcement regulatory measure. This field is also found in SMARTS.

Liability Total – for both CIWQS and SMARTS, this is the total of all milestones that are either paid or unpaid for all associated liabilities

Liability Completed – for both CIWQS and SMARTS, this is the total of all milestones that are paid for all associated liabilities

Liability Pending – for both CIWQS and SMARTS, this is the total of all milestones that are pending (due but not paid) for all associated liabilities

SEP Total – for both CIWQS and SMARTS, this is the total of all milestones under a project with the type of Supplemental Environmental Project that are either paid or unpaid for all associated SEPs

SEP Paid – for both CIWQS and SMARTS, this is the total of all milestones under a project with the type of Supplemental Environmental Project that have been fulfilled for all associated SEPs

SEP Pending – for both CIWQS and SMARTS, this is the total of all milestones under a project with the type of Supplemental Environmental Project that are pending for all associated SEPs

CP Total – for both CIWQS and SMARTS, total of all milestones under a project with the type of Compliance Project that either paid or unpaid for all associated CPs

CP Paid – for both CIWQS and SMARTS, this is the total of all milestones under a project with the type of Compliance Project that have been fulfilled for all associated CPs

CP Pending – for both CIWQS and SMARTS, this is the total of all milestones under a project with the type of Compliance Project that are pending for all associated CPs

Total (Project + Liability) – for both CIWQS and SMARTS, this is the total of all milestones that are either paid or unpaid for all associated liabilities, SEPs, and CPs

Total Paid/Completed – for both CIWQS and SMARTS, this is the total of all milestones that are paid for all associated liabilities, SEPs, and CPs

Total Pending – for both CIWQS and SMARTS, this is the total of all milestones that are pending for all associated liabilities, SEPs, and CPs

Final Completion Date – in both CIWQS and SMARTS, this is the latest actual end date of all milestones associated with the enforcement action. It is only populated when all milestones have end dates.

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